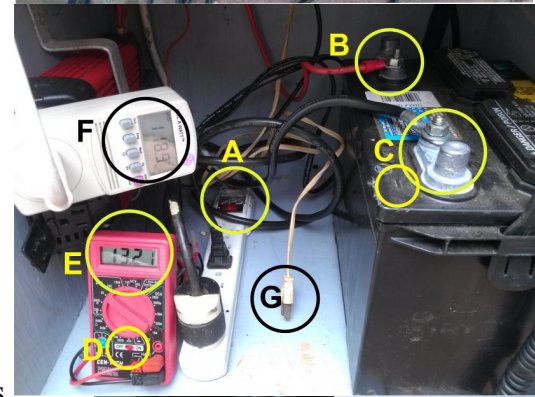


# HOW TO SET UP MEDIA BOX

## SETUP

1. First set up the speakers, either hanging from the handles of the lectern box or you can stretch them out to the side and set them on the ground or table, etc. Speaker extension cords
2. Set up microphone stand and microphone. Cable is color-coded yellow, which you have to feed through one of the holes in the top of the box.
3. Speakers are connected at connector R. Output is mono.
4. Make sure amplifier is OFF, Switch J, turn fully counterclockwise.
5. Turn off switch A. (away from dot). If AC power is available, plug this power strip directly into available power and skip steps 6,7,8.
6. Slide battery in and connect power cables B and C. Make sure Red Cable is connected to “+” terminal and Black cable is connected to “-” terminal. Connector will spark when you first hook it up, this is normal. Hand-tighten nuts. CAUTION: Do not hit anything metal across both terminals.
7. Turn on Meter at switch D. Voltage at E is the battery voltage. It will normally be a bit over 12V.
8. Turn on inverter using pushbutton switch H. Switch is behind power monitor at F, you may have to remove power monitor (F) to see it the first time. (Note, if you need USB power, use connector I.) Green light on inverter should light. Power monitor should show around 120 V AC.
9. Turn on Switch A. Mixer lights should come on.
10. Turn fader M down.
11. Turn on Amplifier at J. Turn volume at K and L down to no more than half. Amplifier takes about 30 seconds to warm up.
12. Adjust mike fader M, main fader P and volume K/L to get good output without feedback. Keep microphone preamp setting at N at half. If you hear distortion, mixer output is too large for amp (turn faders down).
13. For more volume, stretch speakers out so they will not easily feedback to microphone.



14. Route cables through small cutout in the bottom of the box and close the door.
15. Plug in power connector G to turn on the fan if the box is getting too hot.
16. Monitor battery voltage at E and AC voltage at F. You can set the power monitor at F to measure Watts too.

TAKE DOWN:

1. Turn off amplifier at J.
2. Turn off power strip at A.
3. Turn off inverter at H.
4. Turn off volt meter at D. This is very important as it runs off another 9V battery and will run down if you do not turn it off!
5. Disconnect battery cables at B & C.
6. Remove battery. Note: battery MUST be stored separately and must be upright at all times! Very corrosive sulfuric acid is in the battery and if it leaks out it will eat through just about anything, including most clothing.
7. Coil up speaker wire and jam into tubes on the speakers which are designed to hold that wire.
8. Disconnect microphone from cable and store everything in the top compartment with the mixer.

